



# KCJIS *NEWSLETTER*

Volume 4: Issue 2; May, 2002

## LONGEVITY RECORD SET AT THE KBI

### *Helen Ohlsson to Retire . . .*

By Dave Sim, Special Agent in Charge  
Criminal History Records Section  
Kansas Bureau of Investigation

The KBI employee currently holding the record for years of continuous service is stepping down. Helen Ohlsson, supervisor of the Adult Records and Identification Units of the KBI's Information Services Division, will be retiring from state service on June 7<sup>th</sup>. Many of you know Helen from the assistance and professional support she has provided to Kansas for the past 42 years.

Where were you when Helen began work at the bureau? It was on June 2, 1960. John F. Kennedy was the president and Fidel Castro was new to the job in Havana. There were only 900 military advisers in Vietnam. First class postage was 4 cents. The Winter Olympics had just been held at Squaw Valley and Helen was a brand new Fingerprint Identification Technician. She is retiring as a Public Service Officer II.

On behalf of the criminal justice community that she has served so faithfully, we offer Helen our thanks and best wishes.

## TIMELY INFORMATION - MISDEMEANOR WARRANT FILE HIT

By: Tonya N. Thoman,  
Network Control Supervisor  
Kansas Bureau of Investigation

The Shawnee County Sheriff's Office handles thousands of Misdemeanor Warrants. In order to enter all of their Misdemeanor Warrants into the KCJIS Misdemeanor Warrant File, they asked Balance Wheel Technology (BWT) and Shawnee County Information Technology to write a program in order to dump almost 5,000 records into the database at one time. Of the almost 5,000

records only 22 records were rejected; which is a 99.6% success rate!

On April 18, 2002 at 12:05 PM. Blake Courtney, BWT began the dump of records into the KCJIS system. At 1:05 PM, Jefferson County Communications made a car stop. The subject that they had stopped had JUST been "dumped" into the Misdemeanor Warrant File. The communications center ran the subject through the Kansas Car Stop screen and received a hit on the subject. The subject was then arrested on the Shawnee County warrant for failure to appear. This is one of many stories that shows how important it is to be timely when entering your warrants. This also brings to light the amount of information that KCJIS has brought to our fingertips!!

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## **NEW KIBRS GATEWAY AGENCIES**

By Mary Ann Howerton,  
Supervisor, Crime Data Unit  
Kansas Bureau of Investigation

Twelve law enforcement agencies using their own records management system (RMS) have successfully connected to the KIBRS Gateway. Currently approved to submit production data through the KIBRS Gateway:

Overland Park PD  
Johnson County SO  
Independence PD  
Reno County SO  
Hutchinson PD  
Salina PD  
Emporia PD  
Riley County PD  
Pittsburg PD  
Shawnee PD  
Saline County SO  
Lyon County SO

Vendors represented by these agencies include SLUETH, New World, Spillman and Starfire. If your agency has a contractor that needs a copy of the KIBRS Gateway requirements have them contact Mary Ann Howerton at 785-296-8277

## **TOPEKA MUNICIPAL COURT RECORDS A SUCCESS**

By Dave Sim, Special Agent in Charge  
Criminal History Records Section  
Kansas Bureau of Investigation

Reports of convictions from the Topeka Municipal Court are about to be automated. A livescan fingerprint transmission device has been installed and is in the final stages of connecting to the central repository at the KBI. In April, test records were sent and received. The court's livescan vendor, CrossMatch Inc., is now finishing the configuration, and electronic submission is expected soon.

When the livescan begins production, the court will provide reportable dispositions along with fingerprints. This will permit the central repository to create complete criminal history records for summonsed offenses processed by the Municipal Court. The Municipal Court benefits

from the positive identification of the offender while satisfying the statutory obligation to report the offense and disposition.

## **WEB PORTAL NOW OPEN FOR CRIMINAL HISTORY RECORDS SEARCHES**

By Dave Sim, Special Agent in Charge  
Criminal History Records Section  
Kansas Bureau of Investigation

A major milestone has been attained in the KCJIS improvement project. Criminal records are now accessible online, on-demand, immediately. This is a significant part of the multi-year plan to improve automated exchange of criminal justice information.

The Central Repository at the KBI has now added the ability to access the computerized criminal history (CCH) database online. This means that criminal justice agencies in Kansas can enter the KCJIS web portal, conduct a record check, identify the CCH record and print the rapsheet. All while online. Immediately.

Not only is this the fastest way to access the Kansas CCH, but it's also easy. Criminal justice agency personnel with approval to use the KCJIS Web Portal can now open the page for CCH record checks and search the central repository database by KBI number or the subject's identifying demographics (name, DOB, social security number, race or sex). And "wildcard" searches are also supported.

If the search identifies more than one record matching the search criteria, the system returns a list of candidates with enough identifiers to help select the correct record. That process will then present the rapsheet on the screen. The rapsheet can also be printed on demand.

If the subject's record is not fully automated, the user will be prompted to request the record be completed, and the central repository staff will collect and data-enter the missing information. The user will then be notified that the record is now automated and available online.

Currently the online CCH database only holds the adult records. The next major milestone for the KCJIS project will be the integration of the central repository juvenile offender records. That should occur in September.

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## **OFFENDER REGISTRATION ON JUVENILE ADJUDICATIONS**

By: Jane E. Nohr  
Assistant Attorney General  
Kansas Bureau of Investigation

Effective July 1, 2002, any juvenile adjudicated of a sexually violent crime as defined in KSA 22-4902.(c) will be required to register under the Kansas Offender Registration Act. The term for registration shall only be until the person reaches 18 years of age or at the expiration of five years from the date of adjudication, whichever date occurs later. Pursuant to K.S.A. 22-4904(a)(7), courts still have discretion to require registration for other crimes, which are not sexually violent crimes, in a diversionary agreement, probation order or juvenile offender sentencing order. Any registration information for juveniles who are required to register are considered to be open records and thus available to the public upon request.

## **CAMPUS SEX CRIMES PREVENTION ACT**

By: Jane E. Nohr  
Assistant Attorney General  
Kansas Bureau of Investigation

The Department of Justice has just released guidelines for implementing the Campus Sex Crimes Prevention Act which amends the Jacob Wetterling Act relating to offender registration. This Act requires offenders who are required to register under the Kansas Offender Registration Act, to notify the state if they are a student or an employee at a state university as well as any changes in enrollment or employment. The KBI will be required to provide notice of registration to the campus police department or to local law enforcement. At this time, the Act requires states to be in compliance by October 27, 2002. The KBI is in the process of addressing the required changes under the Act. We will eventually provide new offender registration forms to law enforcement agencies which will provide additional notices to offenders. We will also be undergoing programming changes with our database in order to provide the notice to campus police or local law enforcement. Local law enforcement agencies should not take any action at this time to implement this Act.

## **TAC ADMINISTRATION**

By: Vicky Harris  
Information Resource Specialist  
Kansas Bureau of Investigation

TACs are not authorized to make corrections or changes to their "agency head" information contained in CIS via the TAC Administration. These updates/changes may be made only by the KBI Help Desk staff. If there is a change of agency head, complete a new KCJIS agreement and mail or fax it to the KBI Help Desk, who will update CIS. If any of the information regarding the agency head is incorrect, such as a phone number, please send a "KAM" message to TPKKB and ask that the help desk update the record accordingly.

## **KCJIS AGREEMENTS**

By: Vicky Harris  
Information Resource Specialist  
Kansas Bureau of Investigation

If your agency has not signed and returned the KCJIS agreement, please do so immediately. This agreement must be in place in order for your agency to access any information or the message switch via the web portal. A new KCJIS agreement should also be updated and mailed/faxed to the KBI Help Desk anytime there has been a change in your agency head and/or TAC. Mail to: KBI Help Desk, 1620 SW Tyler, Topeka, KS 66612 or fax to: 785-296-7154, Attn: Help Desk. Copies of the KCJIS agreement may also be requested through the KBI Help Desk or can be found on the web portal.

## **NCIC MESSAGE KEYS TO BE RETIRED**

By: Debbie Schumaker,  
Kansas Highway Patrol

The NCIC message keys listed below will no longer exist after July 1, 2002. If your agency has a vendor who programs your system, you will want to make them aware of this change.

Here is how it will work: All currently existing add-on & supplemental records in NCIC have been assigned their own NIC number. When NCIC makes this change in July, they will automatically

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convert all of these existing records to become stand-alone base records. From then on, this type of data will be entered using message key EB, EV, or EP, making each a stand-alone record. Records needing to be linked together should contain the other entries' NIC numbers in the Miscellaneous (MIS) Field.

### ***The Message Keys Effected Are:***

EBS - Enter Boat Supplemental  
EBT - Enter Boat Trailer Supplemental  
EBP1-EBP7 - Enter Boat Part Add-on Supplemental  
EVS1-EVS2 - Enter Add-on Stolen Vehicle  
EPS1-EPS7 - Enter Add-on Part

LBT - Locate Boat Trailer Supplemental  
XBT - Cancel Boat Trailer Supplemental

LBP1-LBP7 - Locate Boat Part Add-on Supplemental  
XBP1-XBP7 - Cancel Boat Part Add-on Supplemental  
LVS1-LVS2 - Locate Add-on Stolen Vehicle  
XVS1-XVS2 - Cancel Add-on Stolen Vehicle  
LPS1-LPS7 - Locate Add-on Part  
XPS1-XPS7 - Cancel Add-on Part

## **NIBRS QUALITY ISSUES**

By Mary Ann Howerton,  
Supervisor, Crime Data Unit  
Kansas Bureau of Investigation

In January, the KBI started making monthly submissions of incident and arrest data to the FBI's National Incident Based Reporting System (NIBRS). Once the FBI processes the NIBRS file, they review the information that passed edits for reasonableness. Based on these reviews some additions to the edit requirements are listed below as well as items that have raised Caution Flags.

### ***Edit Changes:***

1. When reporting a simple assault or simple battery (NIBRS code 13B) the weapon type of "99" Unknown, will not be accepted if the report indicates that the victim received minor injuries "m". Reason - a simple assault or simple battery is an unlawful physical attack by one person upon

another, if the victim was injured there has to be some type of weapon involved. If the attack involved physical force the weapon would be "40" personal weapon, i.e., hands, fist, feet, teeth etc.

2. When reporting a theft offense, the property codes of "1201 - 1207" Structures cannot be listed as stolen property. Reason - these codes are only used for reporting criminal damage or arson to a structure.

3. When reporting a robbery one of the victims must be an "I" Individual. Reason - robbery is the taking or attempting to take anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence. This means that when a business is robbed the clerk or representative of the business is the victim along with the business because the proceeds of the robbery were under their control, custody or care.

### ***Caution Flags:***

1. When reporting a credit (or debit) card or automatic teller machine offense (K.S.A. 21-3729, 21-3729 a, 21-3729 b, 21-3729 c) the proceeds of the offense should be listed as the stolen property, not the recovered credit card, bill or receipt.

2. Crimes against persons require that the relationship of the victim to the suspect / offender be reported. Several cases were reported where the victim was the child and the parent was the offender but the relationship was reported as "Parent." Again, it is the relationship of the victim to the offender that is reported so the relationship should have been "CH" Victim was Child.

3. There are two different types of theft that can be reported when a burglary / theft occurs to a motor vehicle, however only one type is reported in an incident. The type of theft reported is based on the total amount of items stolen. For example, if there were more articles stolen than accessories the type of theft would be "F" from the motor vehicle.

a. Theft from a Motor Vehicle "F" is the theft of articles from a motor vehicle, this would include compact disks, walkman radios or players, clothing, purses, tools, etc.

b. Theft of Motor Vehicle Parts and Accessories "A" is the theft of any part or accessory affixed to the interior or exterior of a motor vehicle in manner which would make the item an attachment of the vehicle or necessary for its operation.

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- Attachments would include compact disk players, woofers, equalizers, speakers, etc. – these should all be listed under the property code of “0624” Vehicle radio and audio equipment. Also included under attachments would be “0617” Radar detectors and “0604” CB radios.

- Items needed for the operation of the vehicle would include steering wheels, tires, rims, engines, etc. – these should all be listed under the property code of “1151” Vehicle parts and accessories. Also included under this are motor vehicle license plates, property code “1159.”

## UPDATE ON DNA COLLECTIONS

By: Mary Chambers,  
Department of Corrections

Since 1991, Kansas state statute has required that courts, prisons and correctional agencies submit blood and saliva samples from offenders that committed certain specified felonies and misdemeanors to the KBI for the DNA databank. The number of offenses requiring DNA samples grew throughout the following years and currently the KBI’s DNA databank contains approximately 16,000 samples. The 2002 legislature is again considering increasing the offenses to include all felony convictions.

Very soon court services, jails, prisons, and community corrections programs having access to KCJIS will be able to check any offender’s computerized criminal history record to see whether DNA samples were taken previously and are on file with the KBI. Once taken, regardless of date or offense, blood and saliva samples should not be collected again.

## NLETS NEWS

By: Vicky Harris  
Information Resource Specialist  
Kansas Bureau of Investigation

### *Homeland Security:*

NLETS has recently provided a new message key “HS” that may be used for Homeland Security Alerts. This key is similar to the NLETS “AM” key, however, this message key is to be programmed at each state to immediately broadcast these messages

without human intervention or delay. At this time, it is anticipated that only a limited number of federal agencies, such as the FBI, will be authorized to send an “HS” message. As of March 2002, the Kansas message switch has been programmed to accept these messages and automatically broadcast them to all Kansas law enforcement agencies and the Kansas Emergency Preparedness office

### *On-line Archived Retrieval:*

NLETS maintains a log of all message traffic that travels through its message switch. NLETS has recently provided each state’s NLETS control terminal agency (CTA) the ability to conduct on-line searches of its logs to aid law enforcement agencies in criminal investigations through a new functionality called “Random Access to NLETS Data” (RAND). The KBI Help Desk can now perform this service for Kansas law enforcement agencies. All requests for a search through the NLETS log must be received at the KBI Help Desk on your agency’s letterhead, signed by an agency administrator. Requests must include the reason for the request, your agency’s case number, dates, times and information to be searched. Also include the name of a contact person in your office and a telephone number where this person can be reached who could answer questions that might arise when the Help Desk staff is processing the search. If the search involves a Kansas license plate or driver’s license, there is no need to request a NLETS on-line search. These requests should be for a “PAL” on-line search, which will provide you with any transactions including those from other states that inquired on the Kansas license plate or driver’s license. Should you have any questions, please contact Vicky Harris at [vicky.harris@kbi.state.ks.us](mailto:vicky.harris@kbi.state.ks.us), 785-296-8261, or the KBI Help Desk at [helpdesk@kbi.state.ks.us](mailto:helpdesk@kbi.state.ks.us), 785-368-6382.

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## **KANSAS WARRANT FILE - VALIDATION TRAINING**

By: Vicky Harris  
Information Resource Specialist  
Kansas Bureau of Investigation

The Kansas warrant file became operational in mid-July, 2001. All warrants entered into this file must be validated within one year of entry and every year thereafter. The system is programmed to notify your agency via a system message to your agency's primary terminal when your agency has warrants that are within 30 days of being purged due to lack of validation. This means that some Kansas agencies will be receiving their first validation notice sometime in mid-June. If the record(s) isn't validated after 25 days of the first notification, you will receive a second and last notification that the record(s) will be purged if not validated in 5 days. While the notice will be delivered to your agency's primary terminal, you will be required to go to the KCJIS web site to validate your record. The KHP Auditors will provide training throughout the month of June regarding the validation process. If you have not been notified of a training class, please contact your KHP auditor.

## **KANSAS BOAT REGISTRATIONS**

Kansas Wildlife and Parks Boating Registration Division has recently made changes to their system and will now only return one registered owners name when a query is made. Should you have any other questions, please contact Vicki Vande Velde or Karen Beard at 620-672-0781.

## **MISDEMEANOR WARRANT FILE**

By: Tonya N. Thoman  
Network Control Supervisor  
Kansas Bureau of Investigation

The Kansas Misdemeanor Warrant File came on line July 5, 2001. The file has already been populated with 17,043 misdemeanor warrants. Currently there are 84 agencies making entries into this file.

Kansas law enforcement has definitely seen the benefit of this file and been using this resource. In a typical weekend, this file is queried against

over 1100 times. In addition to these statistics, Shawnee County is receiving around 3 hits a day on the Misdemeanor Warrant File.

The State of Kansas is really beginning to see how many additional arrests we will have with the Misdemeanor Warrant File up and running!











## *NEWSLETTER*

The KCJIS NEWSLETTER is published by the Kansas Criminal  
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